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2. EXA/DDA		24 MAR 1987
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FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

U.S.G.P.O.: 1983-421-529/320

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MEMORANDUM FOR: Deputy Director for Administration

FROM: Hugh E. Price
Director of Personnel

SUBJECT: Support for Parking in Rosslyn

1. Paragraph 7 requests approval to assist Office of Personnel (OP) employees in parking in Rosslyn by subsidy payment, rental of additional spaces or increased allocation of existing spaces.

STAT 2. OP has slightly more than [] employees located in the Ames Building assigned to one of five OP components: Insurance Operations Division (IOD), Retirement Division, Clerical Employment Division, Washington Area Recruitment Activity Center, and Military Support Section. The hardships of working in the Rosslyn area, and especially the Ames Building, are various and well known. In general, they include the distance from direct management, the drab appearance and conditions of the building, and absence or lack of direct support services, especially parking. For all of these reasons, a "feeling of neglect" has developed among our employees which is exacerbated by the fact that most of our units are predominately staffed by clerical and technical employees. We have long planned to remove our elements from the Ames Building for relocation to more suitable quarters, but as the reality of this has slipped, so has morale.

3. This memorandum addresses the parking support area. Parking does exist at the Ames Building and was apportioned equitably by the Office of Logistics (OL) according to policies effective at the time. The Metro station also is conveniently located but very few of our people use it as it does not serve their residential areas. The reality is that one-third of our workforce (predominately female) commutes to work by car and must find on-street or paid lot parking far removed from the building. This leads to a mixture of problems; from those who leave home very early to get first-come first-served parking, to those who choose to pay over \$80 a month to park in lots slightly closer to the building. There is also a minor safety aspect as we have recently had one accosting (and a few near misses) of an employee walking many blocks to her car in the dark.

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STAT 4. Morale has only sagged further as our employees see other offices, such as the Office of Global Issues and [redacted] and now the Office of Research and Development, obtain help for their employees (predominately professional). We understand that approval to provide lot parking to these offices was based on professional/operational need to have their POV reasonably close at hand and/or their inability to fill their positions due to the negative factors of working and parking in Rosslyn. We too have many employees who need access to their cars several times a day to attend meetings at other sites. Generally, we have given these employees Ames Building parking permits from our allocation from OL.

5. As far as staffing the Office is concerned, recruitment and retention problems are also directly applicable to our components. We, too, have difficulty getting people to accept assignments to Rosslyn and once there, it is difficult to keep them happily employed. But our work force, once ordered to Rosslyn, go there and do the job expected. This may be because they are generally lower-graded female employees who feel they have fewer options to refuse the assignment. We do not believe that our employees serve in Rosslyn because they are more dedicated than other component employees. For whatever reason, they go and work and thus our tables of organization are reasonable well-filled.

6. General conditions are made worse by the very large work-loads imposed on Insurance and Clerical Recruitment Divisions where forced overtime and weekend work have become the norm. What starts as a manageable morale and efficiency problem due to overwork becomes far more critical as the workers perceive inequity and injustice as employees around them are provided help they are denied. Efforts to remove this perception are on-going in OP, but there is no doubt that office efficiency and morale would improve if the workers could see concrete evidence of management concern in the provision of parking assistance.

7. Therefore, we request your support in approving parking assistance for those OP employees at Ames Building. Three methods of support are included here. The first two involve the expense of funds which OP is prepared to cover. The third option might be possible if it is determined that parking assistance approved for other offices has reduced their requirement for parking spaces at the building. Whichever method is selected we would continue to emphasize car-pooling and the use of public transportation and to closely monitor the granting of this benefit to control costs involved and eliminate any potential for abuse.

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() Direct reimbursement of \$50 to \$70 per month to employees upon presentation of paid receipts for off-street parking.

() Rental by the Agency, or a contractor, of parking spaces at a commercial lot.

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() Reallocation to OP of more Ames Building parking permits.

Hugh E. Price

APPROVED:

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Deputy Director for Administration

MAR 1987

Date

*Provided (a) that this special action be reviewed in 12 months with a view to determine if it had the desired effect, and (b) that the requesting organization pay for the parking acquired by this action.